



## 1. Introduction

This manual provides maintenance guidelines for Ultra-Track Pans. The objective is to ensure optimal performance and environmental compliance by outlining inspection routines, maintenance procedures, and corrective actions. This manual is to be used as a guideline. If the company has their own spill response action plan, that will take precedence over the recommendations in the applicable sections.

## 2. Safety Precautions

Before handling or inspecting spill containment pans:

- Wear appropriate PPE: gloves, safety goggles, and chemical-resistant clothing.
- Confirm that all spills have been neutralized and cleaned.
- Ensure adequate ventilation in the inspection area.
- Follow lockout/tagout protocols if nearby systems pose mechanical or chemical hazards.

## 3. Inspection Schedule

- Routine Inspection: Every 6 months.
- Post-Incident Inspection: After any chemical spill or drip, regardless of volume.

## 4. Inspection Procedure

### 4.1. Visual Check - Inspect for visible signs of damage or wear:

- Cracks, warping, or corrosion in the containment pan surface.
- Accumulated residue or staining from chemicals.
- Signs of leakage underneath the pan.

### 4.2. Gasket Integrity

- Look for cracking, brittleness, or displacement.
- Check for chemical degradation (discoloration, softness, or sticky residue).
- Verify the gaskets are fully seated and compressed uniformly.

### 4.3. Hardware and Fittings - Ensure all bolts, covers, and attachment components (if applicable) are:

- Intact and corrosion-free.
- Tightened to the manufacturer-recommended torque settings.
- Free of cross-threading or damage.

## 5. Cleaning and Maintenance

### 5.1. After Routine Inspection

- Remove debris and dry contaminants.
- Use neutralizing agents for any chemical residue before water cleaning.

### 5.2. After Chemical Spill

- Evacuate area and neutralize chemicals per SDS guidelines.
- Inspect the pan for cleaning or replacement if necessary.
- Dispose of any contaminated gaskets and install replacements.
- Document the spill and cleaning procedure for compliance records.

## 6. Corrective Actions

Condition	Corrective
Minor gasket wear	Replace gasket
Surface corrosion	Clean or replace pan
Major crack or pan deformation	Replace entire pan system
Loose hardware	Retighten; replace if threads are damaged

## 7. Recordkeeping - Maintain logs for:

- Date of inspection
- Inspector name
- Findings (including photographic evidence)
- Actions taken
- Next scheduled inspection
- Store records digitally or in physical form as required by company policy and regulatory standards.

## 8. Disposal and Replacement

- Use certified disposal contractors for any contaminated components.
- Replacement pans and gaskets should meet original specifications and material compatibility.

## 9. Contact Information

For questions or to report issues contact the Track Pan Team – UltraTech International

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